

FILED
AUG 28 2014
CITY CLERK

RESOLUTION NO. 25, 2014

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF TERRE HAUTE, INDIANA:

WHEREAS, There are insufficient funds in certain accounts of the Maintenance #0101-0013 budget to meet current and anticipated expenditures within said Department, and,

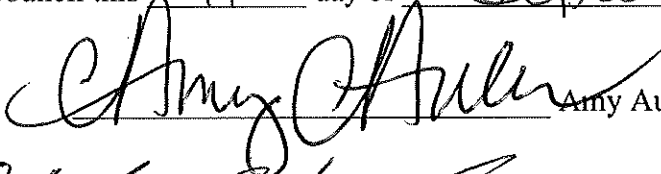
WHEREAS, There are surplus funds in another account of the same budget, said Accounts being within the appropriation heretofore made for the use of said Department.

BE IT THEREFORE RESOLVED: That the following transfers be made in the Accounts heretofore appropriated for the use of said Department:

FROM: #437.060	Building Repair & Maintenance	\$7,500.00
TO: #422.005	Operating Supplies	\$7,000.00
TO: #423.015	Repair Supplies	\$ 500.00
Total		\$7,500.00

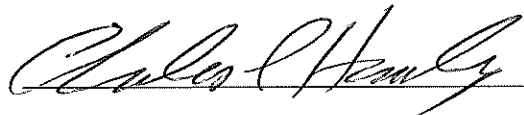
Introduced by:  Neil Garrison, Councilman

Passed in open Council this 11th day of September, 2014.

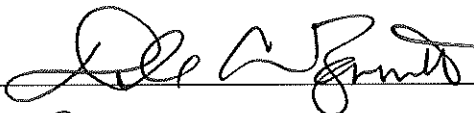
 Amy Auler, President

ATTEST:  Charles P. Hanley, City Clerk

Presented by me to the Mayor this 12th day of September, 2014.

 Charles P. Hanley, City Clerk

Approved by me, the Mayor, this 12th day of September, 2014.

 Duke A. Bennett, Mayor

ATTEST:  Charles P. Hanley, City Clerk

REQUEST FOR TRANSFER OF BUDGETED FUNDS

(For Approval by Mayor, Controller, and City Council)

This form is to be used when the requested transfer is between two major classifications.

DEPARTMENT or FUND: Maintenance 0101-0013

DATE: 8-18-2014

	<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
FROM:	<u>437.060</u>	<u>Bldg Repair Maint</u>	<u>\$ 7,000.00</u>
TO:	<u>422-005</u>	<u>Operating Supplies</u>	<u>\$ 7,000.00</u>
FROM:	<u>437.060</u>	<u>Bldg Repair Maint</u>	<u>\$ 500.00</u>
TO:	<u>423.015</u>	<u>Repair Supplies</u>	<u>\$ 500.00</u>
FROM:	<u> </u>	<u> </u>	<u>\$</u>
TO:	<u> </u>	<u> </u>	<u>\$</u>
FROM:	<u> </u>	<u> </u>	<u>\$</u>
TO:	<u> </u>	<u> </u>	<u>\$</u>

Total Amount to Be Transferred \$ 7,500.00

Department Head Approval:
(Forward to Mayor)

[Signature]
Signature

Date: 8-18-2014

Mayoral Approval:
(Forward to Controller)

[Signature]
Signature

Date: 8-18-14

Controller Approval:
(Forward to the Legal Department)

[Signature]
Signature

Date: 8/18/14

Received by Legal:

AUG 18 2014
Date CITY LEGAL

Resolution # 25

DEPARTMENT HEAD: Please attach a memorandum briefly detailing the need for this resolution. Such information should include the specific services or products you intend to purchase and the reason you have surplus funds in the specified accounts.

Neil Garrison

Revised July 2010

Memorandum

To: Mayor Bennett

From: Lennie Snyder



Date: August 18, 2014

Re: Maintenance Budget Transfer Request

In order to maintain balanced line items within the Maintenance Department budget, I would like to transfer some funds within the budget. In order to get some price breaks, and create a small inventory of supplies, I have nearly depleted the supplies line items. In addition to the office supplies, we also purchase toilet tissue, paper towels, trash bags, and cleaning supplies from this line of the budget.

RECEIVED
AUG 18 2014
CITY LEGAL